

शिक्षण व तेवायोजन विभाग व त्यांच्या प्रशासकीय
नियंत्रकांठालील अधिकारीना वित्तीय अधिकार
प्रदान करण्याचाचा -

वित्तीय अधिकार नियम पुनितका १९७८,
मार्ग-पुस्तक

महाराष्ट्र शासन,
वित्त विभाग,

नियंत्रित क्रमांक-विज्ञा-१०८८/[२२९]/विनियम,
मंत्रालय, मुंबई ४०० ०३२, दिनांक १९ तप्टेवर १९९८.

प्रहारे :- [१] शासन परिपत्रक, तामान्य प्रशासन विभाग, क्रमांक: डीसीसन-१०७४/
ओडीन्हॅम, दिनांक ९ एप्रिल १९७४. [प्रत तोका जोडली आहे]

[२] शासन परिपत्रक, वित्त विभाग, ड. डीसल्फी-१०७६/१३१३/
८६/वीईसन-५, दिनांक १४ फेब्रुवारी १९७६. [प्रत तोका जोडली आहे]

[३] शासन परिपत्रक, तामान्य प्रशासन विभाग, ड. डीसल्फी/१०८८/१३,
दिनांक २८ जुलै १९८८.
[प्रशासकीय व वित्तीय अधिकार प्रदान तमितीच्या स्थापनेबाबतचे
आदेश]

नियंत्रित :- प्रशासकीय व वित्तीय अधिकार प्रदान तमितीच्या शिकारकीवरून
तर्वयित प्रशासकीय विभाग म्हणून शिक्षण व तेवायोजन विभागाला व त्या विभागाच्या
प्रशासकीय नियंत्रकांठालील तंत्र शिक्षण परीक्षा मंडळाच्या उद्योगाना व तथिवांना या
नियंत्रितोका जोडलेल्या परिशिक्षामध्ये कार्यवित्ताप्रमाणे आणि त्यांच्याकारीकोर्त्ता
विडित अटीच्या आणि शक्तीच्या तेवें विडित वित्तीय मर्यादिच्या अधीन राहून वित्तीय
अधिकार प्रदान करण्यात शासन मंगुरी देत आहे.

१. या नियंत्रिताच्चारे प्रदान करण्यात आलेल्या वित्तीय शक्तीच्या वावर हा,
विविध वित्तीय प्रकारांमध्ये अंतर्गत अलेले नियम आणि विनियम बाबधील अटीच्या व
शक्तीच्या अधीन, तसेच शासनाने केलेलेची निर्मित क्षेत्राच्या कार्यकारी आदेशीच्या
अनुसालनाचे अधीन, त्याचप्रमाणे बाबील अटीच्या अधीन राहून करण्यात वावा.

२. या वित्तीय अधिकारीचा वावर कल्पन मंगुरी प्रदान करताना ज्या प्रकरणी
विशिष्ट मानके [स्टॉन्डर्ड] विडित क्षेत्री अलाली असा प्रकरणी विडित मानकांचे अनुसार
करण्यात यावे. [उदाहरणार्थे विशिष्ट विभागाचा लिंगके दोनच्या आकाराबाबत विडित
मानके],

३. तदर शक्तीचा वावर कल्पन मंगुरीबाबते प्रत्येक आदेश
तर्वयित तळम प्राधिकारीच्या बाब्यातेने निर्मित करावे. शिक्षण व तेवायोजन विभागाला
प्रदान क्षेत्राच्या शक्तीच्या तंदर्भात, तथिव, शिक्षण व तेवायोजन विभाग हे तळम आधिकारी
होत. तर्वयित तळम अधिकारीच्या बाब्यातेने मंगुरीदे आदेश निर्मित केले आहेत ज्ञा
त्यहाट उल्लेख प्रत्येक मंगुरी आदेशात करण्यात यावा.

५. या वित्तीय अधिकारीया वापर कळन मंजूरी आदेश निर्मित करताना तळम प्राधिका-योनी तदर मंजूरी आदेशीयी प्रत, इतर तर्व तंत्रीया अधिकारीया प्रमाणीय तंत्रीया लेखापरीक्षा अधिकारीया संविता विभागाला [तंत्रीया व्यय कार्यात्मन व विनियम कार्यात्मन] पाठवावी. आता मंजूरी आदेशीयमध्ये वित्तीय अधिकार नियम पुस्तिका १९८८, भाग-द्वातारा, मधील तंत्रीया वित्तीय शक्तीया अनुस्मारक किंवा या शातन निर्णयाचा श्रमांक व दिनांक, वापर न पुण्या त्वाढ्ड डालीडा करावा.

६. या शातन निर्णयातील जोडलेल्या प्राधिकारीयांनी तंत्रीय शक्तीय अधिकार नियम पुस्तिका, १९८८, भाग-द्वातारा, मध्ये प्रदान करण्यात आलेल्या वित्तीय शक्तीया रु भाग म्हणून तम्भवात यावा. ज्यावेळी "भाग-द्वातारा" वा वित्तीय प्रकाळनापे युद्धाण केले याईल त्वावेळी त्वावेळी या शातन निर्णयातील जोडलेल्या प्राधिकारीयांनी शक्तीया अंतर्गत करण्यात यावा.

७. अध्यहा/तथिव, तंत्रीया परीक्षा मंडळ, यांच्याकडून निर्मित करण्यात आलेल्या मंजूरी आदेशीया विभाग व तेवायोजन विभागाने नियतकालिक आढावा घ्यावा आणि तंत्रीया परीक्षा मंडळातील प्राधिका-योना प्रदान करण्यात आलेल्या वित्तीय अधिकारीया ते पुरेषुर आणि विवेकारीलोने वापर करतात किंवा नाही ते पहावे आणि आवश्यक तेवे दोन्यु ती कार्यवाही करावी.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नावाने,

दि. द. पाती,
कार्यात्मन अधिकारी, वित्त, विभाग.

तहपत्र: प्राधिकारी, दोन शातन निर्णय.

प्रत.

महालेलापाल [लेखा व अनुदेशता]-१, महाराष्ट्र, मुंबई,

महालेलापाल [लेखा व अनुदेशता]-२, महाराष्ट्र, नागपूर,

महालेलापाल [लेखापरीक्षा]-१, महाराष्ट्र, मुंबई,

महालेलापाल [लेखापरीक्षा]-२, महाराष्ट्र, नागपूर,

अधिदान व लेखा अधिकारी, मुंबई,

निवाती लेखा परीक्षा अधिकारी, मुंबई,

वित्तमंत्री यांचे दायगी तथिव,

वित्त राज्यमंत्री यांचे स्वीय तहायक,

अपर मुळय तथिव, तामान्य प्रशातन विभाग आणि अध्यहा, प्रशातकीय व वित्तीय

अधिकार तमिती, मंत्रालय, मुंबई,

तदस्य, प्रशातकीय व वित्तीय अधिकार प्रदान तमिती, मंत्रालय, मुंबई,

प्रधान तथिव, विभाग व तेवायोजन विभाग, मंत्रालय, मुंबई,

तथिव [तीक्ष्ण], विभाग व तेवायोजन विभाग, मंत्रालय, मुंबई,

प्रधान तथिव, वित्त विभाग, मंत्रालय, मुंबई,

तथिव, [च्यव], वित्त विभाग, मंत्रालय, मुंबई,

तथिव [लेखा व कौषागारे], आणि तदत्य, प्रशातकीय व वित्तीय अधिकार प्रदान
तमिती, मंत्रालय, मुंबई,
शासनाचे उद्दर तथिव, तामान्य प्रशातन विभाग [रचना व कार्यपद्धती], मंत्रालय, मुंबई,
कार्यातन, तांडिं-१, शिक्षाण व तेवायोजन विभाग, मंत्रालय, मुंबई [५ प्रती],
उच्यदा, तांडिंशिक्षाण परीक्षा मंडळ, बांग्रे, मुंबई ५०० ०५१,
तथिव, तांडिंशिक्षाण परीक्षा मंडळ, बांग्रे, मुंबई ५०० ०५१,
तंत्रालय, तांडिंशिक्षा, महाराष्ट्र राज्य, मुंबई,
निवडु नस्ती, विनियम कार्यातन, वित्त विभाग, मंत्रालय, मुंबई,
वित्तीय अधिकार नियम पुस्तिका १९०८, शाग-मुतरा तळा, विनियम, वित्त विभाग,
कार्यातन व्यय-५, वित्त विभाग [३ प्रती],
ग्रंथालय, वित्त विभाग [५४०८].

परिवेष्ट

माण दुसरा। दुसरा-प्रथम अधिकार तियम द्वितीया-प्रथम भाग

प्रियम् य तेषायोजनं विभागं आपि रेया विभागाच्या प्रशासकीय नियंत्रणाचालील अध्यक्षात् तथिव, तेजाविहाराचा परीक्षा मंडळ, महाराष्ट्र राज्य, मुंबई दोन्हा प्रदान भरव्याप्त ग्रालेले वितारीय अधिकार.

अ. संख्या	निवास	प्राकाशित वर्णन	उपकाराचा वापर करण्यात लक्ष्य आले प्राकाशित	प्रदान केलेला ग्राफिकारंधी ग्राफिका	प्रदान केलेला ग्राफिकारंधी ग्राफिका
१.	महाराष्ट्र अर्थात १९६५	[१]	[२]	[३]	[४]

卷之三

[५] यत्रोप एवं यत्री यत्री

तेजीना दिल्ली रखे
१०७ वर्षना देखा
१११ फ्रान्स विदेश
पांडी.

Delegation of Powers -
 Reluctance on the part of Officers to
 take decisions and exercise res-
 ponsibility.

GOVERNMENT OF MAHARASHTRA
 General Administration Department,
 Circular No. DCN 1075/O&M,
 Sachivalaya, Bombay-400 032, dated 9th April 1975.

READ:- Government Circular, Political and Services Department,
 No. DCN 1058/O&M, dated 16th May 1958.

CIRCULAR:- In the policy statement made on 21st February 1975 the Chief Minister had, among other things, stressed the need to ensure that the powers delegated to different categories of officers are exercised by them without interference by their superiors and without fear and favour. The issue of exercising of delegated powers was also raised recently during the Meeting of the Consultative Committee of the General Administration Department. In the course of discussion, the Chief Minister again referred to the tendency of certain officers not exercising the powers delegated to them and making needless references to their superiors and the administrative departments of the Secretariat.

2. With a view to securing greater administrative efficiency and implementation of developmental schemes and also with a view to enabling the administrative authorities to discharge their duties more efficiently, effectively and expeditiously, Government has from time to time delegated financial and administrative powers at different levels. It was also directed under Government Circular, Political and Services Department, No. DCN 1058/O&M, dated the 16th May 1958 that officers at all levels should make adequate and judicious use of the powers vested in them by general or special orders issued from time to time and should develop a more positive approach towards work and shoulder responsibility in matters falling within the sphere of delegated powers. Further the following recommendation of the Administrative Reorganisation Committee appointed by the Government of Maharashtra was accepted by Government.--

"A conscious effort should be made by all Secretaries and Deputy Secretaries to see that delegation is made effective at all levels and that delegated powers are fully exercised. Severe notice should be taken of non-exercise of delegated powers by officers and higher authorities should specifically watch the exercise of delegated power in order to see whether the powers are being properly exercised and whether there is need for introducing any safeguards or for enlarging the scope of the delegation."

and the Secretariat Departments were requested to implement it so far as departments/offices under their administrative control were concerned.

3. Despite the instructions already issued, as stated above it is noticed that the officers are not always inclined to use their powers as expected of them. In the context of the Chief Minister's policy statement and the observations of the Chief

Minister during the meeting of the Consultative Committee of the General Administration Department. Government while reiterating the orders already issued from time to time in this behalf, is now pleased to direct that :-

- i) The orders regarding delegation of powers should be followed scrupulously both by the officers who have delegated the powers to subordinate officers and by the officers who have been delegated the powers;
- ii) Severe notice should be taken in all cases not only of non-exercise of delegated powers by officers and but also in cases where officers deal with cases, powers in respect of which already stand delegated to subordinate officers;
- iii) If the officers at higher level observe that subordinate officers refer to them cases for decision though they are competent to decide them, they should return the cases immediately pointing out the delegation of powers in those respects with a warning that cases where the subordinate officers have the powers vested in them should not be referred to the superiors thereafter;
- iv) If an officer is found to shirk his own responsibility in taking decisions in respect of delegated powers and makes needless references to the superior officer for decision, this would amount neglect of duty and a note of the failure of the part of the concerned officer should be taken by the concerned higher officer and such instances should reflect in the Confidential Record of the Concerned Officer.

4. The Secretaries to Government as well as all the heads of several Departments of the Government should ensure that delegation is made effective at all levels, by ensuring (a) that the delegated powers are fully exercised by a subordinate authority without interference, fear and favour, and (b) that in all matters, where appropriate powers have been delegated to a subordinate authority, the delegating authority does not use the power himself in any event.

5. Action is being taken separately to modify the form of Confidential Report with a view to providing a separate item on this account.

By order and in the name of the Governor of Maharashtra,

H. NANJUNDIAH,
Additional Chief Secretary to the Government of Maharashtra.

Delegation of powers -
Control over -

GOVERNMENT OF MAHARASHTRA
Finance Department,
Circular No. DFP-1076/1392/896/GEN-5,
Mantralaya, Bombay-400 032, Dated 14th February 1977.

C I R C U L A R

To secure greater administrative efficiency and implementation of developmental schemes and enable the administrative authorities to discharge their duties more effectively and expeditiously, Government has, from time to time, delegated financial and administrative powers to various authorities at different levels. Recently, a large number of delegations have been made by Government. It is normally expected that officers at all levels should make adequate and judicious use of the powers vested in them and should develop a more positive approach to and shoulder their responsibility. It has been observed that the delegated powers are not exercised adequately at various levels.

2. Delegation itself denotes entrustment or commitment of authority or powers vested in an organisation or individual to a subordinate instrument or official. Such delegation does not automatically relieve from responsibility the organisation or individual on whose behalf the authority or powers are delegated. That organisation or individual continues to be accountable for the decisions by the instrument or official in exercise of delegated authority or powers. In the light of this position, Government is pleased to direct that the following measures should be adopted by all Supervisory and Controlling Officers :-

- (1) Heads of Departments to whom powers have been delegated under various orders should endorse to the Administrative Departments copy of each order issued by them under the delegated powers and quote at the end the number and date of the orders under which power was delegated to them. Heads of Departments should also submit, in second week of every month, a list of orders issued by them (without copies) under delegated powers to the Administrative Department, quoting a reference to this circular. The Administrative Department should take a periodical review of such orders and find out whether the delegated powers have been exercised judiciously and take suitable action, wherever necessary.
- (2) Regional Heads to whom powers have been delegated under various orders should endorse to the Heads of Departments copy of each order issued by them under the delegated powers and quote at the end the number and date of the order under which the power was delegated to them. They should also submit in the second week of every month a list of orders issued by them (without copies) under delegated powers to the Heads of Departments, quoting a reference to this circular. The Heads of Departments should take a periodical

review of such orders and find out whether the delegated powers have been exercised judiciously and also take suitable action, wherever necessary, under intimation to Administrative Departments.

- (3) Heads of Offices to whom powers have been delegated under various orders should endorse to the Regional Heads copy of each of the orders issued by them under the delegated powers from time to time and quote at the end the number and date of the order under which the power was delegated to them. They should also submit in the second week of every month a list of orders issued by them (without copies) under delegated powers to the Regional Heads, quoting a reference to this circular. The Regional Heads should take a periodical review of such orders to find out whether the delegated powers have been exercised judiciously and take suitable action, wherever necessary, under intimation to Heads of Departments.
- (4) Secretaries of the Administrative Departments should also take a periodical review in respect of the orders issued by the Desk Officers in their Departments.
- (5) The exercise of the delegated powers should be watched during the visits/normal inspections undertaken by the Administrative Departments, Heads of Departments and Regional Heads in respect of their own and subordinate offices. During such inspections and visits, they should not only emphasise the proper exercise of the delegated powers by the Officers concerned but also take a note of the non-exercise or misuse of the delegated powers noticed, if any. Reports of such cases of default should be submitted to the Administrative Department concerned by the Heads of Departments and Regional Heads, for suitable action.

By order and in the name of the Governor of Maharashtra,

V. Prabhakar,
Secretary to Government.